

# Terms and Conditions

**The “school” refers to the RSB Dance Schools, which includes:**

**The Reigate School of Ballet & Commercial Dance, Addance, Dorking School of Dance, Reigate Dance Centre & Genesis.**

Tuition fees are due from the 2<sup>nd</sup> week of term, and must be paid immediately. Invoices are sent out at the beginning of each term.

Fees are not discounted or refunded for missed lessons. Refunds cannot be given for cancellation of classes for matters which are out of our control, such as weather, natural disasters, pandemics or having to cease classes based on national government advise.

The school cannot be held liable for any loss or damage to pupil’s belongings.

Half a term’s notice is required in writing if a student is to be withdrawn from the school. Failure to do so will result in a further half term’s fees being issued.

The school is only responsible for students while in class. You (the parent/guardian) are responsible for your child’s drop off and collection from classes or giving them permission to leave on their own.

Outside of the teaching classroom, RSB staff are not responsible for any unsupervised children in the foyer, waiting areas or outside. Parents. Parents are expected to supervise their own children and siblings (or any child in their care) in the waiting areas/outside the RSB teaching rooms. All children are expected to conduct themselves in an orderly manner, and respect the premises we hire, especially toilet areas.

All students must have a completed registration form signed by the person responsible for paying their tuition fees, who must be over the age of 18 years. Registration can be done via the welcome letter and/or online via our registration page on our websites

Parents \ Guardians and students must be aware that due to the nature of dance it is necessary for the teacher to use appropriate physical contact when training dancers to aid in their placement.

The correct uniform is expected to be worn for each class this includes no jewellery, and please ensure all hair is tied back off the face.

Pupils may be photographed or filmed during school activities which the school may use for publicity and our own social media purposes. Consent is given via the registration form. If you do NOT want your child to be photographed or filmed, please let us know in writing and address it to the Principal - RSB, 20 Clarence Road, Redhill RH1 6NG.

The school must be informed before a student takes part in any external dance classes or performances.

Examinations: Pupils will receive information when they are considered ready to be entered for an examination. The correct entry fee and form must be returned before the closing date or the student will not be entered for that examination.

Shows: Shows are optional but we do encourage all pupils to take part as performing is integral to their training.

We will contact you regarding Dance School information that you will need or may be of interest to you.

All day to day information is posted on our Facebook pages and our websites: [www.reigateschoolofballet.com](http://www.reigateschoolofballet.com) / [www.reigatedancecentre.com](http://www.reigatedancecentre.com) / [www.dorkingschoolofdance.co.uk](http://www.dorkingschoolofdance.co.uk) that you will need to know... adverse weather conditions / dates for your diary etc.